

INTERIM EVALUATION INSTRUMENT
SCHOOL FACILITY CONDITIONS EVALUATION**GENERAL INFORMATION**

As part of the school accountability report card, school districts and county offices of education are required to make specified assessments of school conditions including the safety, cleanliness, and adequacy of school facilities and needed maintenance to ensure good repair. In addition, beginning with the 2005/2006 fiscal year, school districts and county offices of education must certify that a facility inspection system has been established to ensure that each of its facilities is maintained in good repair in order to participate in the School Facility Program and the Deferred Maintenance Program. Good repair is defined to mean that the facility is maintained in a manner that ensures that it is clean, safe, and functional as determined pursuant to an interim evaluation instrument developed by the Office of Public School Construction [pursuant to Education Code (EC) Section 17002(d)(1)]. This tool is intended to assist school districts and county offices of education in that determination.

County superintendents are required to annually visit the schools in the county of his or her office that are ranked in deciles 1 to 3, inclusive, of the 2003 base Academic Performance Index pursuant to EC Section 1240(c) (The California Department of Education published a list of these schools, pursuant to EC Section 17592.70(b) on the department's Web site at www.cde.ca.gov). Further, EC Section 1240(c)(2)(E), states "the priority objective of the visits made shall be to determine the status of the condition of a facility that poses an emergency or urgent threat to the health or safety of pupils or staff as defined in district policy, or as defined by EC Section 17592.72 (c) and the accuracy of data reported on the school accountability report card with the respect to the safety, cleanliness, and adequacy of school facilities, including good repair as required by EC Sections 17014, 17032.5, 17070.75, and 17089." This tool is also intended to assist county offices of education in performing these functions.

SPECIFIC INSTRUCTIONS**Parts I–XIII**

Check the appropriate box that indicates a "yes," "no," or "n/a" (not applicable) response to each part. Note that a "no" response indicates a deficiency. If a deficiency is determined by the evaluator, boxes are provided to indicate additional information. In the building/classroom box, the evaluator will need to provide the location of the problem by indicating a building identification or classroom number. This identifier should correspond to the school's current fire drill site map. In the comment box, the evaluator can provide a description of the issue and any other details necessary to specifically identify the problem.

Emergency facility needs projects, specifically identified in Senate Bill 6, Chapter 899, are noted by an asterisk. If an emergency facility need is identified, school districts that meet the criteria outlined in Emergency Repair Program (ERP) Regulation Section 1859.321 may be eligible for reimbursement for the cost of repairs (see ERP Regulation Section 1859.320, et. seq.).

Part XIV

This section is available for the evaluator to list any other deficiencies found at the school site during the inspection.

Part XV

Complete and sign the acknowledgement (page 6). This form is to be retained for school district or county office of education records.

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School Site Information

SCHOOL DISTRICT/COUNTY OFFICE OF EDUCATION	COUNTY
SCHOOL SITE	
REPRESENTATIVE OF DISTRICT WHO ACCOMPANIED THE EVALUATOR (IF APPLICABLE)	DATE OF REVIEW
	TIME OF REVIEW

Evaluator(s) Information

NAME(S)	TITLE	REPRESENTS
1.		
2.		
3.		

Part I. Gas Leaks*

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

A gas leak(s) is not evident. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. There does not appear to be any odor caused by a gas leak.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. There does not appear to be any broken pipes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part II. Mechanical Systems*

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

Problems with the heating, ventilation, or air conditioning systems as applicable are not evident. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. The heating system is working.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. The facilities are ventilated.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. The ventilation units are unobstructed.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. The existing air conditioning system is working.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part III. Windows/Doors/Gates* (Interior and Exterior)

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

Conditions that pose a security risk are not evident. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Windows are not broken or missing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Doors are not broken or missing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Gates are not broken or missing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Fencing is free of any holes.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e. Locks and other security hardware are functioning.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
f. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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Part IV. Interior Surfaces (Walls, Floors, and Ceilings)

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

Interior surfaces appear to be clean, safe, and functional. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Walls are free of hazards from tears, holes, and water damage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Flooring is free of hazards from torn carpeting, missing floor tiles, holes, water damage and accumulated refuse.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Ceiling is free of hazards from missing ceiling tiles, holes, and water damage.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Interior surfaces appear to be free of mildew or mold odor and visual mold.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part V. Hazardous Materials* (Interior and Exterior)

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

There does not appear to be evidence of hazardous materials that may pose an immediate threat to pupils or staff. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. There does not appear to be peeling, chipping, or cracking paint.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. There does not appear to be damaged tiles or other circumstances that may indicate asbestos exposure.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. There does not appear to be any indication of mold, such as odor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Hazardous chemicals and flammable materials are stored properly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part VI. Structural Damage*

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

There does not appear to be evidence of structural damage that has created or has the potential to create hazardous or uninhabitable conditions. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Severe cracks are not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Ceilings and floors are not sloping or sagging.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Posts or beams are not missing.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Dry rot/mold in structural components are not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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Part VII. Fire Safety

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

1. The fire sprinklers appear to be in working order.* For example:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Missing or damaged sprinkler heads are not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

2. The emergency equipment and systems appear to be functioning properly. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Emergency alarms appear to be functional.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Fire extinguishers are not missing or out-of-date.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part VIII. Electrical (Interior and Exterior)

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

1. There is no evidence that any portion of the school has a power failure.*	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

2. Electrical hazards are not evident. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Exposed electrical wires are not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Outlets, switch plates, junction boxes and fixtures are covered and appear to be working properly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Electrical equipment appears to be properly covered and guarded.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

3. Lighting appears to be adequate and working properly. For example:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Lighting appears to be adequate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Lighting is not flickering.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part IX. Pest/Vermin Infestation*

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

Major pest or vermin infestation is not evident. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. There are no holes in the walls, floors, or ceilings.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Rodent droppings are not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Odor caused by a pest or vermin infestation is not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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Part X. Drinking Fountains (Inside and Outside)

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

Drinking fountains appear to be accessible and functioning as intended. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Drinking fountains are accessible.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Water pressure is adequate.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. A leak is not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Moss or mold is not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e. The water is clear and tasteless.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
f. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part XI. Restrooms

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

Restrooms appear to be accessible during school hours, clean, functional and in compliance with SB 892 (EC Section 35292.5). The following are the requirements of being in compliance with SB 892:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Restrooms are maintained and cleaned regularly.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Restrooms are fully operational.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Restrooms are stocked with toilet paper, soap, and paper towels or functional hand dryers.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Restrooms are open during school hours.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
e. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part XII. Sewer*

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

Major sewer line stoppage is not evident. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Obvious signs of flooding in the facilities or on the school grounds are not evident.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. There does not appear to be any odor.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

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Part XIII. Playground/School Grounds

Check the appropriate box that indicates a "yes", "no", or "n/a" (not applicable) response for each standard of good repair. A "no" response indicates a deficiency is present.

The playground equipment and school grounds appear to be clean, safe, and functional. The following are examples:	YES	NO	N/A	BUILDING/CLASSROOM	COMMENTS
a. Significant cracks, holes and deterioration are not found.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
b. Accumulated refuse is not found.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
c. Open "S" hooks, protruding bolt ends, and sharp points/edges are not found in the playground equipment.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
d. Other:	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		

Part XIV. Other

	BUILDING/CLASSROOM

Part XV. Acknowledgement:

I am a representative of _____, and the information contained herein is true and correct to the best of my knowledge and the above findings were made during my review of this school site on _____ at _____ a.m./p.m.

PRINT NAME	TITLE
SIGNATURE	DATE
TELEPHONE NUMBER	E-MAIL ADDRESS